



**Embassy of the United States of America**  
GSO/Procurement  
Avenida das Forças Armadas  
1649-044 Lisboa

**January 6, 2020**

### **Pre-Solicitation Notice – Consular Leadership Development Conference**

Solicitation No: 19P05020Q0007

The Embassy of the United States of America in Lisbon intends to issue a solicitation for hotel services for a Consular Leadership Development Conference to be held in Lisbon, Portugal, from March 16 to March 20, 2020. The contractor shall provide hotel accommodations for a minimum of 46 single hotel rooms in Lisbon, Portugal. Contractor shall provide meeting package services during the Conference.

Only contractors specializing in this field of work should apply for a solicitation package.

All Contractors have to be registered in the SAM (System for Award Management) Database [www.sam.gov](http://www.sam.gov) prior to contract award pursuant to FAR provision 5.207. Therefore, prospective offerors are encouraged to register prior to the submittal of quotations/proposal before the contract is awarded. If you require any additional information, please contact the Procurement Section.

Interested parties should contact:

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